

ISC Baghdad is in need of a SharePoint administrator for a 6-month TDY. The volunteer must be Microsoft SharePoint Administrator certified.

- NEA funds all costs associated with the TDY assignment including the employee's salary, benefits, 50% TDY allowance, health & accident insurance, overtime, training, travel and per diem.

- The ideal timeframe for this assignment is **Washington training April 2-20** with **TDY Iraq April 24 – October 23**.

- If an Iraqi or TCN is hired to permanently fill the position before October, the volunteer's TDY will be curtailed and he / she will be returned home at the earliest possible date.

- The volunteer must obtain a State MED clearance for this TDY assignment.

- The volunteer must attend 2 weeks + 2 days of mandatory training in Washington, DC before heading to Iraq.

- The volunteer must obtain an Iraqi visa before arriving in DC for training.

- A complete pre-deployment package with all logistics for this assignment will be sent to the home post and the volunteer selected for this assignment.

- Qualified LE Staff volunteers should provide me an employee profile (below).

Elizabeth Cemal is NEA's coordinator for the LE Staff TDY Iraq Program. Qualified volunteers should write Liz directly but please contact HR if you are interested and obtain supervisor's tentative approval prior to contacting Ms. Cemal with the following information.

**Full Name:**

**Grade:**

**Nationality:**

**Post of Assignment:**

**Your Current Position Title:**

**Years of USG Service:**

**Dates of Availability:**

**Language Abilities:**

**Job-related License / Certificates:**

**Name and Title of Your American Supervisor:**

**Brief Description of Your Current Duties:**

**Any additional skill sets or information that could be useful:**